

**PERSONNEL**Military Leave**A. Purpose**

To establish policy authorizing the granting of military leave to eligible full-time employees.

**B. Leaves of Absence for Official Military Duties**

1. Full-time employees who are former members of the armed services or members of the organized reserve forces of any of the armed services of the United States, National Guard, or Naval Militia shall be entitled to leaves of absence from their respective duties without loss of seniority, accrued leave, or efficiency rating on all days during which they are engaged in federally funded military duty, to include training duty, or when called forth by the Governor.
2. No employee shall receive paid leave for more than fifteen (15) work days per tour of active military duty including training duty per federal fiscal year.
3. When relieved from such duty, employees shall be restored to positions held by them when ordered to duty in accordance with regulations governing this policy.
4. The division superintendent shall develop regulations for the implementation of this policy.

Editor's Note

See also division regulation #R5-42.

**Legal Reference:** (1991)

**Code of Va., §44.93. Leaves of absence for employees of Commonwealth or political subdivisions.**

Adopted by School Board: June 9, 1992